

**Message: June Invoices and July QERs**

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**✉ June Invoices and July QERs**

<b>From</b>	Kraft, Emily	<b>Date</b>
		Wednesday, May 17, 2017 12:03 PM
<b>To</b>	Abigail Chisom;Angel McDonald;Carrie Hoelscher;Julie Ball;Kristen M. Setterlund, MSW, LCSW;Laura Griggs;Megan Lengerman;Schott, Kyle;'Heather Winsby'	
<b>Cc</b>	Benne, Joy	

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Hello all,

I have been informed by the Division of Accounting that **all FY17 invoices must be submitted by June 14<sup>th</sup>**. Please be sure to get your June invoices to me by that date or else they will be paid out of your FY18 funding.

I have also been informed from the Department of Social Services that I must have your July QER reports submitted to them **no later than July 15<sup>th</sup>**. **This means you will need to plan to have them submitted to me with enough time to be sure that they are approved before the close of business on that day.** If you have any questions on how to complete your next QER, I suggest that you work with Joy Benne earlier rather than later. DSS uses these QERs for their annual federal TANF reporting, so I cannot grant you any extensions on this deadline this time around.

Thanks,

**Emily Kraft**

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